



Chartered Institute of
Professional Certifications
1006 N Rexford Street
Beverly Hills, CA 90210

Date

Dear {Manager},

I would like to enroll in the Canada Food Regulations and CFIA Compliance program to further strengthen my expertise in Canada's food regulatory framework and CFIA compliance requirements, and I would like to seek your approval to attend this program. By attending, I will enhance my ability to interpret SFCA and SFCR obligations, implement preventive control plans (PCPs), and ensure our operations remain fully compliant and inspection-ready.

Led by Dr. Donald E. Buckingham, a highly distinguished Canadian food law expert in food regulatory compliance and CFIA enforcement practices, this program will equip me with practical mastery of the Safe Food for Canadians Act (SFCA), Safe Food for Canadians Regulations (SFCR), and Canadian Food Inspection Agency requirements. I will develop the capability to implement PCPs, strengthen traceability, manage labeling and recalls, and ensure import/export compliance, enabling our organization with stronger inspection readiness, reduced regulatory risk, and consistent operational compliance. Some of the key skills this program will bring include:

- SFCA & SFCR Interpretation
- CFIA Inspection Readiness
- Preventive Control Plans (PCPs)
- HACCP-Based Compliance
- Food Labelling Compliance
- Traceability & Recall Management

I believe these skillsets will be highly valuable, and you can be assured that after attending this program, it will enable me to further strengthen our organization's food safety and regulatory compliance framework, enhance CFIA inspection readiness, and contribute more effectively to managing food safety and compliance risks. I am confident that these capabilities will also significantly improve our operational performance and reinforce our team's credibility.

I look forward to gaining your approval to attend this online program.

Sincerely,
Your Name